

27 August 1975

MEMORANDUM FOR: Deputy Director of Personnel  
for Special Programs

SUBJECT : RAD Reports Highlights for  
Week Ending 27 August 1975

Response to Requests from Committees

Time spent in developing information in response to  
requests of Committees for information:

1. For listings of all contacts in the Executive  
Branch of Government:  
  
    1/2 hour for a GS-16  
    4 hours for a GS-15  
    2 hours for a GS-14
2. To ascertain if we had files or records on named  
companies:

2 hours for a GS-15



Chief  
Retirement Affairs Division

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WEEKLY REPORT -- 28 August 1975

Benefits and Services Division

9. 1. The Honor and Merit Awards Board has thus far received 41 of the estimated 100 recommendations for awards for employees involved in Vietnam operations. Officials of the DDO have requested that a special combined ceremony be held late in October to honor these awardees.

2. A representative from Personal Affairs Branch made a personal visit to the widow of Mr. [REDACTED] in order to assist her in applying for benefits. PAB is also in the process of developing an FEC claim for Mrs. [REDACTED]

3. The following hours were spent on support of requests for the Senate Committee:

GS-15	1 hour
GS-14	1/2hour
GS-13	1 hour
GS-10	1/2hour
GS-06	3 hours
GS-05	7 hours

Total 13 hours

COMING EVENTS

Preparations are on schedule for the Annual Awards Ceremony which will be held in the auditorium at 10:30 a.m. on 18 September 1975.